APA Corrective Action Plan Status Report a/o June 2007

Audit of Commonwealth IT Governance and VITA Operations as of 4/7/06

18 of the 21 planned corrective actions are complete while three are given "green" status.   The current statuses for the 21 corrective actions are as follows:

- ❖ Green   -   21 objectives (or 100%)

- ❖ Yellow -   0 objectives (or 0%)

- ❖ Red   -   0 objectives (or 0%)

VITA Objective	Due Date	Status	Comments
1. Address Conflict in Dual CIO Roles	10/06	Green	• Complete
2. Continue to Support COVF's Roadmap	07/06	Green	• Complete
3. ITIB & CIO Execute an IT Strategic Communications Plan	07/06	Green	• Complete
4. Improve Agency Strategic Planning & IT Investment Decision Process	11/06	Green	• Complete
5. Ensure Agencies Understand How Agency IT Strategic Planning Process Supports the COV Plan	07/06	Green	• Complete
6. Change IT Project Submission Deadline	06/07	Green	• Complete
7. Include Life Cost of Projects	09/07	Green	• Complete
8. Simplify RTIP Project Listing	01/07	Green	• Complete
9. RTIP Enhancement	02/07	Green	• Complete
10. Identify Alternative IT Project Funding	07/06	Green	• Complete
11. Hire PMD Staff	~~01/07~~ 10/07	Green	• **Offers have been accepted to fill the remaining 2 PMD staff vacancies, with new employees scheduled to report in July. Anticipated PMD Phase 2 reorg completion date remains Oct 07. (J. Simonoff)**
12. Fix Ops. & Gov. Roles Conflicts	09/06	Green	• Complete
13. Improve PMD Effectiveness & Efficiency	~~01/07~~ 10/07	Green	• **Offers have been accepted to fill the remaining 2 PMD staff vacancies, with new employees scheduled to report in July. Anticipated PMD Phase 2 reorg completion date remains Oct 07. (J. Simonoff)**

VITA Objective	Due Date	Status	Comments
14. Improve PMD Oversight Policies and Procedures	02/07	Green	• **Complete**
15. Establish Written Criteria for CIO Project Recommendations	11/06	Green	• **Complete**
16. Implement Security Operating Plan	10/06	Green	• **Complete**
17. Develop Timeline for Security Standards	10/06	Green	• **Complete**
18. Adopt Uniform Infrastructure Procedure	06/08	Green	• **Phase 1 of the ITIL project (Change, Configuration, Release) has been delayed to complete the Acceptance Test Plan pre-live testing & adopt a phased rollout approach for ITP Infrastructure staff to minimize agency impact. The phased rollout to ITP infrastructure staff will occur from July to Aug. Agency personnel deployments are projected to start in Aug. Phase 1 delay should not impact the Phase 2 rollout (Incident, Problem, Capacity, & Availability) which is scheduled to start in Aug. The infrastructure aspects of the procedures manual project will be back on schedule by Aug. Populating the procedures manual with content is significantly behind schedule, but should be complete by 6/08. (F. Duball)**
19. Provide COOP Info. to NG & Develop Plan to Complete COOP	01/07	Green	• **Complete**
20. Dev. Plan to Complete Incident Mgmt. Program incl. Comm. Security Risks	12/06	Green	• **Complete**
21. Revise & Require SOW Template to Document Specific Deliverables	08/06	Green	• **Complete**

A Review of Information Security in the Commonwealth of Virginia, Issued 12/06

The current statuses for the 2 corrective actions are as follows:

❖ **Green** - 2 objectives (or 100%)

❖ **Yellow** - 0 objectives (or 0%)

❖ **Red** - 0 objectives (or 0%)

VITA Objective	Due Date	Status	Comments
1. Develop Inf. Security Comm. Plan, assist agencies w/IS program & provide assurance IT security controls.	03/07	Green	• **Complete**
3. Supplement SEC 501	~~02/07~~ 04/07	Green	• **Plan completed. (P. Ward)**

Internal Audit Services Corrective Action Plan Status Report a/o June 2007

Federal Tax Information Safeguards (Tax) & Network Perimeter (NP) Reports

The current statuses for the 6 corrective actions are as follows:

❖ **Green** - 5 objectives (or 83.3%)

❖ **Yellow** - 1 objective (or 16.7%)

❖ **Red** - 0 objectives (or 0%)

VITA Objective	Due Date	Status	Comments
Tax – 1.Update the 1999 TAX/DIT Federal Tax Tape Safeguards MOA	~~11/06~~ 02/07	Green	• **Complete**
Tax – 2.Require & Retain Signed Disclosure Statements	~~12/06~~ 05/07	Green	• **A copy of the agreement was executed with Tax Department in May, & the procedures have been implemented. Completed. (J. Roberts)**
NP – 1. Enable Router and Firewall Logging	~~12/06~~ 06/07	Green	• **Firewall logging has been enabled where possible & at all large infrastructure locations. All remaining infrastructure locations will be protected via transformation activities. Completed. (F. Duball)**
NP – 2. Install IDS on Network Perimeters	~~02/07~~ 05/07	Green	• **A gap analysis has been completed & is available for use. Completed. (F. Duball)**
NP – 3. Provide a Consistent Tool for Monitoring Internet Use	~~02/07~~ 05/07	Green	• **A gap analysis was completed & is available for transformation prioritization. Completed. (F. Duball)**
NP – 4. Revise VITA Central Network Perimeter Policies to Include All VITA	~~05/07~~ 07/07	Yellow	• **VITA Acceptable Use of Electronic Communications, PC/LAN Policy, & Firewall VPN Policy have been revised, approved by PPRAT & are pending publication. (P. Ward)**

Semiannual Report of Internal Control of Weaknesses Identified, Issued 1/07

The current statuses for the 5 corrective actions are as follows:

❖ **Green** -   4 objectives (or 80.0%)

❖ **Yellow** -   1 objective (or 20.0%)

❖ **Red** -   0 objectives (or 0%)

VITA Objective	Due Date	Status	Comments
1a. Enhance Electronic Notification Procedures for Payroll Changes – Establish a Documented Procedure	~~01/07~~ 04/07	Green	• **Completed. (J. Roberts)**
1b. Enhance Electronic Notification Procedures for Payroll Changes – Expand SEPARATIONS Email Distribution List	01/07	Green	• **Complete**
2. Enhance Separation Procedure & Awareness	~~01/07~~ 04/07	Green	• **Completed with revised policy & checklist posted. Actions Complete. (J. Roberts)**
3. Require that Sensitive Information be Saved to Network Drives	~~04/07~~ 07/07	Yellow	• **This requirement has been included in the SEC501 Security Standard revisions, pending ITIB approval & included in the VITA PC/LAN Policy, pending publication. (P. Ward)**
4. Add the *Outside Employment Policy* to the M.O.A.T Policy Vault	01/07	Green	• **Complete**